RECOMMENDATIONS TO SAFELY REOPEN OUR ECONOMY
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Stanislaus County’s Recommendation for a Safe Opening of the Local Economy

Under the direction of Kristin Olsen, Chairwoman of the Stanislaus County Board of Supervisors, the Stanislaus County CEOs Office, in partnership with Opportunity Stanislaus, organized a group of local business leaders to determine the best safe practices to reopen economic sectors in the wake of the COVID-19 pandemic. The pandemic has been raging throughout the United States since at least early March. In response to the spread of the virus, on March 19, 2020 California Governor Gavin Newsom issued a statewide stay-at-home order for all Californians except for those who work for essential businesses and services. This order necessitated the closure of many businesses and has unfortunately and unavoidably caused economic hardship for many Stanislaus County businesses and citizens.

Now, a month and half later, the COVID-19 curve is flattening. The number of daily deaths is diminishing. There is a desire to safely reopen the economy in a way that does not jeopardize the health and safety of our local citizens. To that end, we have formed a task force, entitled Stanislaus Good2Go, to assemble a series of papers that outline the best practices and safety standards we would recommend for the reopening of the local economy based on the phased rollout recommended by the Governor’s office. We have researched CDC and OSHA recommendations, industry association recommendations and have looked at other models from around the country. The sector recommendations for the Stages 2 and 3 reopening of the economy according to the Governor’s plan follow this letter of introduction.

In addition, we have funded the creation of an online training tool that companies can use to train their employees on the recommended practices in their sector. After their employees have completed the training, the company will be able to download a marketing tool kit. The tool kit will direct them on how they can communicate that they
are good to go. They can print out a large sticker to place on their business’ front door to show they have completed the training and promote through social media.

Finally, we have hired a local marketing team to launch a public awareness campaign about how our local companies are opening safely and responsibly. The training program and marketing campaign would not start until we have county and state approval.

It has been our honor to be part of this unified and important effort. The team is comprised of the following members:

Kristin Olsen, Chairwoman, Stanislaus County Board of Supervisors
Keith Boggs, Assistant CEO, Stanislaus County
David White, CEO, Opportunity Stanislaus
Ann Endsley, Greens on Tenth
Bob Marks, Rogers Jewelry
Carol Ann Rangel, Helping Hands Massage and Aromatherapy
Chris Peterson, Availability Professional Staffing
Claudia Newcorn, Acorn Marketing
Evan Porges, Porges Family Foundation and former Owner and CEO, Prime Shine Car Wash
Jeff Foster, OF Logic
Johnny Garcia, Central Valley Hispanic Chamber of Commerce
Jose Sabala, Oak Valley Community Bank
Josh Bridegroom, Downtown Modesto Partnership
Katy Winders, Valley Sierra SBDC
Mike Daniel, Final Cut Media
Rob Sauser, PMZ Real Estate
Roman Wagner, Rivets Restaurant
Surjit Chahal, American Family Dentistry
Ted Brandvold, Modesto City Mayor
Tim O’Brien, OF Logic
Yolanda Meraz, Stanislaus Community Foundation

Disclaimer – This document does not apply to large manufacturing or other essential businesses that are already in operation. All of them have processes in place and have been operating under these processes for several weeks.
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On May 8, 2020 California modified its Stay-at-Home order moving into Early Stage 2 allowing additional business sectors to re-open, with modifications. With this transition, the State provided guidance to keep workers and customers safe. This document will provide links to the State guidance and offer County best practices for sectors with no state guidance.

Pursuant to the State, all facilities must do the following prior to reopening:

1. Perform a detailed risk assessment and implement a site-specific protection plan.
2. Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them.
3. Implement individual control measures and screenings
4. Implement disinfecting protocols
5. Implement physical distancing guidelines

In addition, the California Department of Public Health (CDPH) requires the preparation of a Written Worksite Specific Plan. The Stanislaus County Public Health Order from May 5, 2020 included a document titled, “Business Social Distancing Protocol” that can be found here: http://schsa.org/corona-virus/ph-order/. This Business Social Distancing Protocol document can be used as a template to assist in the preparation of the CDPH’s required Worksite Specific Plan.

Provided at the end of this document are important links to state information that businesses are encouraged to monitor on a regular basis.

Stanislaus County is currently in Early Stage 2 of the resilience roadmap that allows for some nonessential businesses to open with modifications. Businesses listed as Expanded Stage 2 and Stage 3 are not permitted to open.
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Stage 2 Sector – Recommendations for Reopening

Retail

Retail Businesses are limited to curbside pickup unless they are included on the State’s Essential Critical Infrastructure Workers list found https://covid19.ca.gov/essential-workforce/

Please refer to the following State guidance and checklist.


Note:  Destination retail including malls and swap meets may open later in Stage 2 as approved by the Governor.

Note:  Curbside pickup guidance and guidance for small retail can be found on page 14 of this document.
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Stage 2 Sector – Recommendations for Reopening

Car Washes

Please refer to the following State guidance and checklist.

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Stage 2 Sector – Recommendations for Reopening

Dog Groomers

Please refer to the following State guidance and checklist.

**State Guidance:**  https://covid19.ca.gov/pdf/guidance-limited-services.pdf
**State Checklist:**  https://covid19.ca.gov/pdf/checklist-limited-services.pdf
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Stage 2 Sector – Recommendations for Reopening

Office-Based Businesses/Professional Services

Please refer to the following State guidance and checklist.

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Stage 2 Sector – Recommendations for Reopening

Real Estate

Please refer to the following State guidance and checklist.

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Stage 2 Sector – Recommendations for Reopening

Hotels and Lodging

Under the current statewide Stay-at-Home Order, hotels should only open for COVID-19 mitigation measures, treatment measures, providing accommodation for essential workers, or providing housing solutions.

Please refer to the following State guidance and checklist.

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Stage 2 Sector – Recommendations for Reopening
Logistics and Warehousing

Please refer to the following State guidance and checklist.


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Stage 2 Sector – Recommendations for Reopening

Manufacturing

Please refer to the following State guidance and checklist.

**State Checklist:**  https://covid19.ca.gov/pdf/checklist-manufacturing.pdf
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Stage 2 Sector – Recommendations for Reopening

Small (Curbside) Retail

Retail Businesses are limited to curbside pickup unless they are included on the State’s Essential Critical Infrastructure Workers list found https://covid19.ca.gov/essential-workforce/

Please refer to the following State guidance and checklist.

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Stage 2 Recommendations
Car Dealerships

Please refer to the following State guidance and checklist.

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Stage 2 Sector – Recommendations for Reopening
Call Centers Supporting Critical Infrastructure

Please refer to the following State guidance and checklist.

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Stage 2 Sector – Recommendations for Reopening
Child Care Facilities

Please refer to the following State guidance and checklist.

**State Guidance:** [https://www.cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-06-CCP.pdf](https://www.cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-06-CCP.pdf)

**State Checklist:** N/A
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Expanded Stage 2 Sector – Recommendations for Reopening

Dine-In Restaurants and Breweries

Please refer to the following State guidance and checklist.

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Expanded Stage 2 Sector - Recommendations for Reopening

Shopping Centers

Please refer to the following State guidance and checklist.

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Expanded Stage 2 Sector – Recommendations for Reopening

Employment Agencies

As of May 8, 2020, the State has not prepared guidance for Employment Agencies. In the absence of specific State guidance, Employment Agencies are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.

Best Practices to Prepare Employment Agencies for Reopening

- The use of signage and electronic messages should be used to identify appropriate staff for customer contact(s) including phone numbers and/or office numbers.
- The physical layout in all aspects of the employment agency operations must allow for 6-foot social distancing between customers and employees.
- Create barriers on the office floor to promote social distancing for employees and clients.
- Use signage and/or floor markings to help clients comply with social distancing guidelines.
- Place dividers in the entryways of an employment agency to direct incoming traffic to walk on only one side of entry and exit to encourage social distancing.
- Place hand sanitizer stations throughout the store for employee and guests use and at all entrances.
- Frequently sanitize high-touch areas like restrooms, doors, and common areas.
- Develop a deep cleaning response plan in place of the event an associate or consumer tests positive for COVID-19.
- Increase the number of trash receptacles throughout the office.
- Add payroll hours to support more rigorous cleaning routines.

Best Practices for Employees’ Health

- Employees have been educated about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds.
  - Avoid touching mouth, nose and eyes.
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  - Refrain from handshakes or any other unnecessary physical contact with others.
Ensure that everyone who can carry out their work duties from home has been instructed to do so.

- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred method of delivery is electronically.
- Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit [https://covid19.ca.gov/](https://covid19.ca.gov/)
- Employees have been instructed to not to come to work if they believe that they have been exposed to anyone with COVID-19.
- Employees have been told not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.
- Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices.
- Do not use personal mobile devices during work and must use appropriate hygiene standards before returning to work after breaks.
- Ensure proper social distancing of at least 6 feet between people in your business/place of work. This includes:
  - Employees must always maintain a strict 6-foot distance from each other.
  - Employees must always maintain a strict 6-foot distance from all customers.
  - Employees should be advised not to carpool or share rides during this time. If a need to carpool arises employees should follow the attached carpool guidelines.
  - Only one employee can be in the breakroom at a given time.
- Ensure that employees wash their hands frequently during work hours AND provide hand sanitizer in multiple office locations to encourage use.
- Hand sanitizer effective against COVID-19 is available to all employees at the front counter, in breakrooms, in offices and in bathrooms.
- Soap and water are available in breakrooms and in bathrooms.
- Invite employees to wear face coverings while they are serving customers.
- Bring back employees incrementally to your place of work, not all at once.
- Those employees who can work effectively at home should do so.
- Employees and clients should have their temperatures checked and asked to go home if sick.

**Best practices for Clients’ Health:**

- Offer the incoming visitor hand sanitizer and put on a disposable face coverings for the time they are in the office.
- The incoming visitor should be asked to refrain from touching areas of the office, and to avoid touching their face.
- Ask for only one person to come at a time to provide for adequate spacing.
- Accept no walk-ins. Only operate by appointment to maintain adequate spacing.
• If there is computer use, the surface areas should be cleaned in front of each person, so they know they have been disinfected.
• Wipe down commonly-touched surfaces hourly with sanitary wipes.

Best practices related to remote services:

The staffing agency should take on and gain a very thorough understanding of each employer’s workplace and the standards that they will be using for best practices being used to follow the federal/state/county guidelines. They should openly share, back and forth, their best practice expectations to enable all to work together.
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Expanded Stage 2 Sector – Recommendations for Reopening

Trade Schools and Learning Centers

As of May 8, 2020, the State has not prepared guidance for Trade Schools and Learning Centers. In the absence of specific State guidance, Trade Schools and Learning Centers are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.

Best Practices in All Circumstances

- Employees should be educated about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds.
  - Avoid touching mouth, nose and eyes.
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  - Refrain from handshakes or any other unnecessary physical contact with others.
  - Ensure that everyone who can carry out their work duties from home has been instructed to do so.
- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred method of delivery is electronically.
- Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit [https://covid19.ca.gov/](https://covid19.ca.gov/).
- Employees have been instructed not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.
- Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices.
- Do not use personal mobile device during work and must use appropriate hygiene standards before returning to work after breaks.
- All employees and students should wear gloves and face coverings during training.
- Hand sanitizer will be made available to all students in classrooms and bathrooms.
- Maintain strict social distancing of 6 feet between instructors and students.
- Maintain strict social distancing of 6 feet between students.
Only allow a set number of students in the training center or lab at any given time to maintain proper distancing.

Create flexible schedules to allow students to come in the training center and maintain proper distancing.

For instructors to monitor specific lab work, provide webcam and/or closed loop camera equipment and video feeds for instructors, so they can monitor but also maintain proper distance.

Instructors and students will launder face coverings daily if they are made of material.

Each instructor and student will wash hands once per hour for 20 seconds with warm soap and water.

Each student and instructor will wash hands for 20 seconds with warm soap and water before and after using any training simulator or machine.

Students should wipe down equipment after each use and full lab should be cleaned twice per day.

**Best Practices for Employees/Instructors**

- The use of signage and electronic messages should be used to identify appropriate staff for customer contact(s) including phone numbers and/or office numbers.
- Create single area entrance point. Allow for only one entrance if possible.
- Instructors will undergo a health check via thermometer upon arriving at work. Those who show signs of illness will be asked to go home.
- Provide brief wellness checks/thermometer checks at entry and exit.
- Ensure hand sanitizers are made available. Provide disposable face coverings and gloves as needed. Provide CDC-recommended educational information.
- If an employee is sick, they should stay home - embrace that as the new normal vs. come to work at all costs.
- Ensure instructors are working in a safe manner, practicing social distancing where possible.
- If instructors go into the office, they should wear face coverings, wash hands, and use hand sanitizer at entry and exit.
- Limit touching of surfaces and face by everyone. Clean surfaces after each class.
- Create learning schedules by which instruction is done more one on one (with proper distancing and use of technology) rather than group instruction.
- Reduce student class size (to comply with social distancing standards).
- Increase schedules to allow more flexibility and smaller class sizes.

**Best Practices for Students**

- Ask students to use hand sanitizer and put on disposable face coverings during the time they are in the training center. Advise students of this new policy before reopening.
• Students should be asked to refrain from touching areas of the training center that are not necessary to the instruction.
• Students should be asked to refrain from touching their faces.
• Ensure proper social distancing of at least 6 feet between students as well as between students with instructors.
• Surface areas of computers should be cleaned in front of each person, so they know they have been disinfected.
• Wipe down commonly-touched surfaces hourly with sanitary wipes after each class.
• Remind students not to shake hands.
• Encourage as much learning and studying from home as possible.

**Best practices related to entering an establishment:**

• Only allow a certain number of students to maintain proper social distancing. Advise instructors on the maximum allowable number of students in their classroom/center.
• Require students to make appointments, so that the training center can maintain proper distancing.
• When entering the training center ask instructors/students/guests to wear face coverings. If someone entering the building does not have a face covering, provide one or ask the person to obtain one before entering.
• Make hand sanitizer available to everyone in all common areas.
• Do temperature checks of students/guests upon entering the building. If someone has a temperature or shows any other signs of sickness, ask them immediately to go home and set another appointment for when they are healthy.
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Stage 3 Sector – Recommendations for Reopening
Tasting Rooms and Bars

As of May 8, 2020, the State has not prepared guidance for tasting rooms and bars. In the absence of specific State guidance, tasting rooms and bars are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

**These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.**

**Best Practices in All Circumstances - Staff Responsibilities**

- Employees have been educated about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds
  - Avoid touching mouth, nose and eyes
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing
  - Refrain from handshakes or any other unnecessary physical contact with others
  - Ensure that everyone who can carry out their work duties from home has been instructed to do so.
- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred method of delivery is electronically.
- Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit https://covid19.ca.gov/.
- Employees have been told not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.
- Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices.
- Do not use personal mobile device during work and must use appropriate hygiene standards before returning to work after breaks.
- All staff will have freshly laundered uniforms for every 8-hour shift.
- Staff will thoroughly wash hands upon arrival and upon completing every shift.
- Staff will wash hands and change gloves a minimum of every 30 minutes during shift and minimize the employee bare-hand contact with food.
• Staff will be required to wear clean service gloves and face protection until further notice when serving guests.
• Businesses will be checking staff temperatures when they arrive for work.

Best Practices in All Circumstances - Guest Responsibilities

• Guests are expected to be in groups they have had prior contact with during the pandemic.
• Guests are expected to be aware if they are of a population at high risk and not travel in public if they feel ill, have a fever or have come into contact with anyone who is ill.
• All guests are requested to sanitize hands prior to entry or use supplied sanitizer or restroom wash stations.
• Reservations are requested.
• No more than 6 persons per party.
• If credit card is used, customer is encouraged to swipe card themselves. If card is handled by employee, card is to be sanitized before being handed back to customer.
• Maintain 6-foot social distancing when waiting in line at entrance, restrooms and bars.
• Adhere to any floor or bar markers denoting social distancing spaces.
• Walk-ins will be required to wait 6 feet from door and entrance areas.
• Guests will be required to box their own leftovers when requesting a to-go package or box.
• Guests should not make nor encourage physical contact with service staff.

Front of House Standards

Minimum of Every 30 Minutes

• One designated staff member on each shift will maintain a record-keeping sheet which details the most recent cleaning indicating time and initials.
• One designated staff member will clean all door handles, phones, computer displays, check presenters, rails and countertops.
• Restock hand washing stations, towels, hand soap, sanitizer and gloves.
• Staff will clean restroom surfaces.
• Set seating areas at a minimum of 6 feet apart with a maximum restaurant occupancy of 50%.

Standard Service Responsibilities

• Provide guests with sanitized disposable menus at every seating (and place refuse in recyclable trash).
• Sanitize tables, bars, countertops, and other surfaces after every guest interaction and between guest visits.
• No pre-set tables with tableware (napkins, utensils, glassware)
• Sanitize condiment bottles, salt and pepper shakers and anything else on the table that would be touched by a guest after every guest interaction.
• Guests will be responsible for filling ‘take home’ packages. Staff will wear gloves and provide containers for guests.
• Prohibit customer self-service operations, including buffets, salad bars, soda machines and growler refilling stations.
• Frequently disinfect all common areas, touch points, including payment devices.
• Prohibit use of karaoke machines, pool tables, and bowling at this time.
• To the extent possible:
  o Assign a designated greeter or host to manage customer flow and monitor distancing while waiting in line, ordering and during the entering and exiting process. Do not block egress for fire exits.
  o Limit the number of staff who serve individual parties.
  o Assign an employee to monitor customer access to common areas such as the restroom to prevent congregation.
  o Strongly encourage all employees to wear face covering

Opening/Closing

• Set seating areas at a minimum, of 6 feet apart.
• Sanitize all tables, chairs, door handles, rails and countertops.
• Secure new menus for use during service, unless they are laminated. If laminated, menus should be wiped down with sanitizer after each use.
• Prepare sanitation cleaning supplies for service staff.

Table & Patio Service/Guest Contact Areas

• No more than 6 persons per party will be allowed.
• Clean and sanitize area after each guest visit.

Bar Service

• Cover all glassware after each shift and upon closing.
• Clean all exposed bottles, cans, utensils, dispensing machinery.
• Clean all surfaces and counter tops every 30 minutes.
• Use freshly-cleaned glassware for every refill.

Back of House Standards

Minimum of every 30 Minutes

• One designated staff member on each shift will maintain a record keeping sheet which details the most recent cleaning indicating time and initials.
• One designated staff member will clean all door handles, phones, displays, rails and countertops.
• Restock hand washing stations, towels, hand soap, sanitizer and gloves.
• Clean and sanitize all food service surfaces; sneeze guards, plate warmer areas, prep areas, dish area, etc.
• Clean and sanitize restroom surfaces.

Standard Responsibilities

• Cover all prepped food items not in use.
• Always follow ServSafe Standards.

Opening/Closing

• Sanitize all cooktops, refrigerator surfaces and handles, door handles, prep areas, dish areas, and floors.
• Prepare and regularly restock sanitation cleaning supplies for staff.
• Cover clean dishes and utensils after every shift and upon closing.

Curbside Service Standards

• Staff will maintain all procedures based upon front of house responsibilities.
• Business will designate an official pick-up location, table or stand for boxed/packaged food items.
• Disposable and pre-wrapped packaged incidentals will be provided adjacent to table or stand.
• All guests are required to adhere to 6-foot social distancing guidelines when waiting.
• Curbside guests may be required to prepay for items to reduce contact and waiting times.
• Curbside areas will be cleaned before and after every shift.
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Stage 3 Sector – Recommendations for Reopening

Event Venues/Theatres

As of May 8, 2020, the State has not prepared guidance for event venues and theatres. In the absence of specific State guidance, event venues and theatres are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.

Best Practices to Prepare Event Venues/Theatres for Reopening

- The use of signage and electronic messages should be used to identify appropriate staff for customer contact(s) including phone numbers and/or office numbers.
- The physical layout in all aspects of the event venues/theatres operations must allow for 6-foot social distancing between customers and employees.
- Create barriers on the floor to promote social distancing for employees and visitors.
- Use signage and/or floor markings to help visitors comply with social distancing guidelines.
- Place dividers in the entryways to direct incoming traffic to walk on only one side of entry and exit on the other side to encourage social distancing.
- Promote the daily practice of everyday preventive actions with staff and guests.
- Do not allow sick staff or guests into the facility.
- Check temperature of all staff and guests before entering facility if feasible.
- Post culturally-appropriate messages, materials and resources throughout facility.
- Make available prevention supplies to all staff and guests including hand sanitizer that contains at least 60% alcohol, tissues, trash baskets, disposable face coverings, cleaners and disinfectants.
- Develop and implement an emergency operations plan.
- Plan for staff absences and implement sick-leave policies.
- Direct staff who get sick or show symptoms to avoid contact with others and seek medical advice.
- Identify a space in the facility that can be used to isolate staff or guests who become ill at the event.
- Stay updated and distribute or post timely accurate information to staff, guests, suppliers, vendors and community partners and stakeholders.
- Implement platforms such as a hotline, automated text messaging and website to help disseminate information.
• Identify and address potential language, cultural and disability barriers associated with communicating to staff and guests.
• Establish regular communication protocol with public health officials.

Front of House Standards

Minimum of Every 30 Minutes
• Designated staff members will clean all door handles, phones, computer displays, check presenters, POS systems, rails and countertops.
• Hand washing stations, towels, hand soap, sanitizer and gloves will be restocked.
• Designated staff members will clean all restroom surfaces.
• Staff will ensure that all seating areas allow for a minimum of 6 feet between guests.

Opening and Closing Procedures
• Set all seats or seating areas a minimum of 6 feet apart, with no more than 6 persons per party.
• Sanitize all tables, chairs, door handles, rails, countertops and service ware.
• Prepare sanitation and cleaning supplies for all service staff.

Bar Service
• Sanitize all glassware prior to service.
• Cover all glassware after each shift and upon closing.
• Clean all surfaces and counter tops every 30 minutes.
• Use freshly-cleaned and sanitized glassware for every refill.

Back of House Standards

Minimum of every 30 Minutes
• Designated staff members will clean all door handles, phones, displays, POS systems, rails and countertops.
• Hand washing stations, towels, hand soap dispensers, sanitizer and gloves will be restocked.
• Clean all food service surfaces, sneeze guards, plate and food warmer areas, prep areas, dish area, etc.
• Clean all restroom surfaces.
Best Practices for Employee Health

- Employees have been educated about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds.
  - Avoid touching mouth, nose and eyes.
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  - Refrain from handshakes or any other unnecessary physical contact with others.
  - Ensure that everyone who can carry out their work duties from home has been instructed to do so.

- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred delivery method is electronically.

- Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit [https://covid19.ca.gov/](https://covid19.ca.gov/).

- Employees have been told not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.

- Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices.

- Do not use personal mobile device during work and must use appropriate hygiene standards before returning to work after breaks.

- Conduct temperature checks for employees before starting work.

- Employees will wash hands upon arrival and at end of every break and shift.

- Employees will thoroughly wash hands and change gloves a minimum of every 30 minutes during shift.

- Thoroughly wash hands before, during and after preparing any food or handling service ware.

- Change gloves and thoroughly wash hands after wiping counters or cleaning other surfaces with chemicals.

- Change gloves and thoroughly wash hands after coughing, sneezing or blowing nose.

- Wear clean service gloves and face protection until further notice when serving guests.

- Wear freshly laundered uniforms or clothing for each shift.

Best Practices in for Guest Health

- Guests are expected to be in groups they have had prior contact with during pandemic.

- Guests are expected to be aware if they are of a population at high risk and not travel in public if they feel ill, have a fever or have come into contact with anyone who is ill.

- All guests are requested to sanitize hands prior to entry or use supplied sanitizer or restroom wash stations.
• Reservations or pre-purchased tickets are requested.
• Guests are expected to maintain social distancing when waiting in line at entrance, restrooms and bars.
• Guests are expected to adhere to any floor markers denoting social distancing spaces.
• Walk-ins will be required to wait 6 feet from door and entrance areas.
• Guests will be required to box their own food at events where food is served.
• Guests should not make nor encourage physical contact with service staff.
• If credit card is used, customer is encouraged to swipe card themselves. If card is handled by employee, card is to be sanitized before being handed back to customer.
As of May 8, 2020 the State has not prepared guidance for gyms, spin/yoga/pilates studios. In the absence of specific State guidance, gyms, spin/yoga/pilates studios are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

**These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.**

**Best Practices to Prepare Gyms and Studios for Reopening**

- The use of signage and electronic messages should be used to identify appropriate staff for customer contact(s) including phone numbers and/or office numbers.
- The physical layout in all aspects of the gym/studio operations must allow for 6-foot social distancing between members, guests and employees.
- Create barriers on the floor to promote social distancing for employees and clients.
- Use of signage, whether physical or digital, floor markings to help members/guests comply with social distancing guidelines.
- Place dividers in the entryways of a gym or studio to direct incoming traffic to walk on only one side of entry and exit on the other side to encourage social distancing.
- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred delivery method is electronically.
- Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices.

**Best Practices for Employee Health**

- Employees have been educated about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds.
  - Avoid touching mouth, nose and eyes.
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  - Refrain from handshakes or any other unnecessary physical contact with others.
  - Refrain from personal contact including correction of form during exercises.
  - Everyone who can carry out their work duties from home has been instructed to do so.
• Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit https://covid19.ca.gov/.
• Employees have been told not to come to work if they believe that they have been exposed to anyone with COVID-19.
• Employees have been told not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.
• Do not use personal mobile devices during work and must use appropriate hygiene standards before returning to work after breaks.
• Symptom checks to be conducted before employees enter the workplace.
• All employee workstations are separated by at least six feet.
• Employees are not to come early for shifts and must leave after shift is complete.
• Break rooms, bathrooms, and other common areas to be disinfected frequently, every 30 minutes.
• Disinfectant and related supplies are available to all employees at the front counter, in breakrooms, in exercise rooms, in offices and in bathrooms.
• Hand sanitizer effective against COVID-19 is available to all employees at the front counter, in breakrooms, in exercise rooms, in offices and in bathrooms.
• Soap and water are available in breakrooms and in bathrooms.
• Social distancing is always practiced. This includes:
  o Employees must always maintain a strict 6-foot distance from each other.
  o Employees must always maintain a strict 6-foot distance from all customers.
  o Employees should be advised not to carpool or share rides during this time. If a need to carpool arises employees should follow the attached carpool guidelines.
  o Only one employee can be in the office or breakroom at a given time.
• All employees are required to wear face coverings that over the nose and mouth while working. The coverings will be provided if employee does not have a personal face covering. Personal face coverings are to be cleaned nightly.
• All employees are required to wear gloves during shift. Gloves will be provided. Hands are to be washed with gloves on for at least 20 seconds every hour.
• Always wash hands thoroughly with soap and water for at least 20 seconds after removing gloves and face covering.
• Employees are not to share gloves or face coverings with each other. If employees share equipment such as microphones or headsets it must be sanitized between shifts or anytime it is passed from one employee to another.

**Best Practices Member and Guest Health**

• Promote the daily practice of everyday preventive actions with staff and guests.
• Hand sanitizer must be available at the entrance of the facility and used by each member upon entry.
• All gyms are to limit the number of members that may be inside the facility at one time. This amount is determined by the square footage of the building and/or rooms in which classes are being conducted.

• If classes are held in succession of each other, members are to wait in their vehicles until earlier classes have been completed, members have left the facility, and the facility has been sanitized and prepared for the next class. Members for classes should not arrive for check in prior to 5 minutes before scheduled class time. A waiting area must be established that complies with social distancing and guest per square ft. guidelines.

• Bathrooms may be used for standard bathroom purposes only and will not be allowed to be used to change clothes. It is strongly recommended members should come to the facility already dressed in workout attire.

• Communal showers will not be allowed to be used at this time, and only shower areas that conform to minimum distancing will be allowed to operate.

• If mats, shoes, or other special items are required for exercise, members must provide for their own gear.

• Towels will not be provided; members must bring their own towels if desired.

• All training is to be “touch free” and instructors must stay a minimum of 6 feet in distance.

• Members must bring their own water. Facilities must shut down drinking fountains, water machines, etc.

• All instructors are to wear a face cover and gloves. Gloves are to be washed in between each class/training session for a minimum of 20 seconds with warm water and soap.

• All hard surfaces and equipment are to be cleaned/sanitized regularly including before opening location, every hour during operation, and after each class, after each use and before closing the facility. Items to be sanitized include all equipment, weights, machines, time clocks, breakroom chairs/appliances, countertops, doorknobs/handles (interior and exterior), etc.

• Transactions can be conducted only by credit/debit card, other methods of digital payment, membership club programs and/or house accounts.

• If credit card is used, customer is encouraged to swipe card themselves. If card is handled by employee, card is to be sanitized before being handed back to customer.

• All cashiers will be wearing both face coverings and gloves.

• Members must not gather before or after class. Waiting areas are not to be used.

• Members must leave immediately after a session is over.

• Offer clientele a “sickness cancellation policy” during this time that does not penalize any client for cancelling their appointment due to illness.

• If facility has childcare, these childcare services may not be used during this time.

• If facility has lap pool, swim lanes can only be used, if there is always 6 feet distance between swimmers. The facility may have to provide open distancing lanes to ensure proper distance between swimmers.

• Hot tubs and saunas cannot be used at this time.
• If facility has tennis courts, only family members living in the same household can use a court and they must provide their own equipment. Social distancing must always be adhered to.
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Stage 3 Sector – Recommendations for Reopening
Hairdresser/Nail Salons/Lash Bars

As of May 8, 2020 the State has not prepared guidance for hairdresser/nail salons/lash bars. In the absence of specific State guidance, hairdresser/nail salons/lash bars are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.

Best Practices to Prepare Hairdressers/ Nail Salons/ Lash Bars for Reopening

- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred delivery method is electronically.
- Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices
- Signage and communication: Post signage at the front desk, as well as in the salon break room reminding guests and employees about the importance of hygiene standards such as hand washing, sanitizer, wiping down stations after use, covering coughs, hands-off policies and proper social distancing. Also, it is important to share with clientele the precautions the salon is taking to do its part in helping to prevent the spread of the COVID-19 virus -- during online bookings, on the phone, via text, and in person.
- CDC: Follow the CDC for facts about the COVID-19 virus as they become available – this continues to be the best source for information: www.cdc.gov.

Best Practices for Customer Health

- The use of signage and electronic messages should be used to identify appropriate staff for customer contact(s) including phone numbers and/or office numbers.
- Take a temperature check of customers upon entering. If customer has a temperature or shows any other signs of sickness, ask them to go home and set another appointment for when they are healthy.
- Only allow certain number of customers in to maintain proper social distancing. Or maintain 6 feet spacing between customers in line outside store.
- Require customers to make appointments, so that business can maintain proper distancing.
- When entering the business ask customers to wear a face cover. If the customer does not have a face cover, provide one or ask the customer to obtain one before entering.
• Always make hand sanitizer available to customers.

**Best practices for Employee Health**

• Employees have been educated about the basics of proper personal care during the pandemic:
  o Wash hands frequently with water and soap for at least 20 seconds.
  o Avoid touching mouth, nose and eyes.
  o Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  o Refrain from handshakes or any other unnecessary physical contact with others.
  o Ensure that everyone who can carry out their work duties from home has been instructed to do so.

• Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit [https://covid19.ca.gov/](https://covid19.ca.gov/).

• Employees have been told not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.

• Do not use personal mobile device during work and must use appropriate hygiene standards before returning to work after breaks.

• It is recommended that employees wear face coverings and gloves and ask clients to also wear face covers. Change gloves after each customer. Launder face coverings each day.

• It is recommended that employees and clients have their temperature checked before being admitted into the salon. Anyone with a temperature will be asked to come back when they are well.

• Employees who are sick will be expected to stay home.

• Wash hands before and after every client, after eating, using the restroom, and after blowing nose, coughing or sneezing. Keep a 60% alcohol-based hand sanitizer at workstation as well.

• Wear gloves at all times and be sure to clean them thoroughly after each use.

• Salon/shop owners/managers should provide training, educational materials, and reinforcement on proper sanitation, hand washing, cough and sneeze etiquette, use of PPE, and other protective behaviors.

• Ensure break rooms are thoroughly cleaned and sanitized and not used for congregating by employees.

• Be flexible with work schedules/salon hours to reduce the number of people (employees and clients) in salons/shops at all times in order to maintain social distancing.
Best practices related to remote/mobile service:

- Hairdressers/stylists/service providers to wear face covers, gloves and goggles when entering a residence.
- Maintain proper distance (6 feet) from anyone in the house other than the customer. Ask the customer to request others to remain at least 6 feet away.
- Visually disinfect tools in open view of customer before grooming.
- Follow other procedures as indicated in general practices.
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Stage 3 Sector – Recommendations for Reopening

Massage Therapist/Chiropractic

As of May 8, 2020, the State has not prepared guidance for massage therapist/chiropractic. In the absence of specific State guidance, massage therapist/chiropractic are encouraged to implement the following best practices in addition to following general State and County Public Health Orders and guidelines.

These best practices are not approved by the state and are for general guidance and preparation only. Only those state approved sectors, businesses, establishments, or activities may operate and only in accordance with state approved guidelines.

Note- Because massage therapy and chiropractic offices can involve both employees and independent contractors, this document is broken into two sections to address the needs of both. In all cases, it is essential that you incorporate safe practices in protecting yourself, your clients, and your colleagues against catching and/or spreading the Covid-19 virus.

Office-Based Providers

Best Practices in All Circumstances - Staff Responsibilities

- Read and understand the recommendations from the Centers for Disease Control and Prevention (CDC) on how to protect yourself. This is critically important! It can be found online at https://covid19.ca.gov/.
- Prepare a written Covid-19 policy that is provided to each member of your staff to ensure consistent practices. Preferred delivery method is electronically.
- Educate yourself and your staff about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds.
  - Avoid touching mouth, nose and eyes.
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  - Refrain from handshakes or any other unnecessary physical contact with others.
  - Ensure that everyone who can carry out their work duties from home has been instructed to do so.
- Prepare a written COVID-19 policy that is provided to each member of your staff to ensure consistent practices.
• Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit https://covid19.ca.gov/.

• Therapists have been told not to come to work if they believe that they have been exposed to anyone with COVID-19.

• Therapists have been told not to come to work if they feel uncomfortable being in the workplace. Absolutely no retaliation will come as a result of being uncomfortable with working at this time.

• Display posters of hand hygiene, infection control and other preventive strategies at different and important locations around all offices.

• Employees may not use personal mobile device during work and must use appropriate hygiene standards before returning to work after breaks.

• Therapists are not to come early for shifts and must leave after shift is complete.

• Symptom checks are to be conducted before employees enter the workplace.

• All employee workstations must be separated by at least 6 feet.

• Breakrooms, bathrooms, and other common areas to be disinfected frequently, depending on how heavily used, but at least once an hour.

• Disinfectant and related supplies are available to all employees at the front counter, in breakrooms, in offices and in bathrooms.

• Hand sanitizer effective against COVID-19 is available to all employees at the front counter, in breakrooms, in exercise rooms, and in offices.

• Soap and water are available in breakrooms and in bathrooms.

• Social distancing is always practiced. This includes:
  o Employees must always maintain a strict 6-foot distance from all customers.
  o Employees should be advised not to carpool or share rides during this time. If a need to carpool arises employees should follow the attached carpool guidelines.
  o Only one employee can be in the office or breakroom at a given time.

• All employees are required to wear face coverings that cover the nose and mouth while working. The coverings will be provided if employee does not have a personal face cover. Personal face covers are to be cleaned nightly.

• All employees are required to wear gloves during shift. Gloves will be provided.

• Hands are to be washed with gloves on for at least 20 seconds every hour.

• Employees are not to share gloves or face covers with each other.

• Always wash hands thoroughly with soap and water for at least 20 seconds after removing gloves and face cover.

Best Practices in All Circumstances - Protecting Patient/Employee Health

• The use of signage and electronic messages should be used to identify appropriate staff for customer contact(s) including phone numbers and/or office numbers.
• All staff and practitioners, whether employees or independent contractors/ specialists, are to wear a face cover and gloves.
• Gloves are to be washed in between each patient session for a minimum of 20 seconds with warm water and soap
  o If a treatment requires "bare hands" physical touch, e.g. massage, acupressure, hands must be washed for at least 20 seconds with soap and water after every client.
• Hand sanitizer effective against COVID-19 must be available to all patients/employees at the front counter, in breakrooms, in exercise rooms, in offices and in must be available at the entrance of the facility and used by each client upon entry.
• All offices should limit the number of patients/clients that may be inside the facility at one time based on waiting room’s ability to comply with 6-foot social distancing requirements.
  - If the waiting room is at risk of becoming too crowded, patients are to wait in their vehicles or outside (and continue practicing social distancing) until other patients have completed their visit and left the facility.
• Appointment scheduling should be based on ability to maintain social distancing within the waiting area. Office should require clients to not arrive until 5 minutes before their schedule time.
• Bathrooms may be used for standard bathroom purposes only and will not be allowed to be used to change clothes.
• Showers will not be allowed to be used at this time.
• Lockers should not be used at this time.
• Towels will not be provided; patients must bring their own towels if desired.
• Facilities must shut down coffee machines, eating areas, drinking fountains, water machines, etc. There must be no opportunity for such areas to be used by patients.
• Staff should bring their own bottled water.
• All hard surfaces, mats, treatment tables, chairs, counters, shelving and equipment are to be cleaned/sanitized regularly including before opening location, after each use and before closing the facility.
• Additional items to be sanitized include:
  o time clocks
  o break room chairs/appliances
  o countertops
  o doorknobs/handles (interior and exterior), etc.
• Transactions should be conducted only by credit/debit card or other digital forms of payment, and/or house accounts.
  - If credit card is used, customer is encouraged to swipe card themselves. If card is handled by employee, card is to be sanitized before being handed back to customer.
• Clients should be asked to leave as quickly as possible after making a payment and scheduling the next meeting/appointment.
• Eliminate “walk-in” customers and require customers to schedule an appointment in advance.
• Offer clientele a “sickness cancellation policy” during this time that does not penalize any client for cancelling their appointment due to illness.

**Independents: Contractor, Practitioner, Specialist, Mobile Service Provider, Solopreneurs**

**Best Practices in All Circumstances - Personal Responsibilities**

• Read and understand the recommendations from the Centers for Disease Control and Prevention (CDC) on how to protect yourself. This is critically important! Find them online at [https://covid19.ca.gov/](https://covid19.ca.gov/).
• Educate yourself about the basics of proper personal care during the pandemic:
  - Wash hands frequently with water and soap for at least 20 seconds.
  - Avoid touching mouth, nose and eyes.
  - Cover mouth and nose with elbow or a tissue when coughing or sneezing.
  - Refrain from handshakes or any other unnecessary physical contact with others.
• Employees should not come to work if experiencing symptoms consistent with COVID-19 (i.e. fever, headache, shortness of breath). For more information on symptoms visit [https://covid19.ca.gov/](https://covid19.ca.gov/).
• If you believe you have been exposed to anyone with COVID-19, do not go to the place of business where you provide service. Notify your client/customer/employer immediately.
• Employees have been told not to come to work if they feel uncomfortable with being in the workplace. Absolutely no retaliation will come as a result of not being comfortable with working at this time.

**Best Practices when in a Workplace**

• If possible, carry out your work duties from home.
• Unless necessary, communications with clients should be done via electronic means or by telephone.
• In-person conversations should be minimized unless necessary
• If you are providing your services in a practice-specific workspace, e.g. dentist’s office, medical office, chiropractor’s office, etc. comply with the office regulations regarding PPE and request a copy of their specific COVID-19 policies.
• Whether going to a specific office environment or to client/customer places of work, it is recommended you maintain social distancing as much as feasible in context of your services.
• Ideally, maintain a strict 6-foot distance from co-workers, clients and colleagues.
• Wear a face covering over the nose and mouth while working. Bring a personal face cover. Clean your personal face covers nightly.
• Never share a face cover or gloves with another person.
• In those situations where you must meet with an individual, ask them in advance to wear a face cover.
• If you are working at workplace, e.g. doctor’s office, ask for that office/employer to provide face covers to you and to clients/customers.
• Wear gloves and use a hand sanitizer effective against COVID-19 each time you meet with/work with a client/customer.
• Always wash hands thoroughly with soap and water for at least 20 seconds after removing gloves and face cover.
• As appropriate, all hard surfaces and equipment are to be cleaned/sanitized regularly including before opening, and after each client/customer interaction in compliance with the facility where you are working COVID-19 policies.
• Additional items to be sanitized include:
  o time clocks
  o break room chairs/appliances
  o countertops
  o doorknobs/handles (interior and exterior), etc.
• Transactions should be conducted only by credit/debit card or other digital payment options.
• If a credit card is used, customer is encouraged to swipe card themselves. If card is handled by employee, card should be sanitized before being handed back to customer.
• Clients should be asked to leave as quickly as possible after making a payment and scheduling the next meeting/appointment.
• Eliminate “walk-in” customers and require customers to schedule an appointment in advance.
• Offer clientele a “sickness cancellation policy” during this time that does not penalize any client for cancelling their appointment due to illness.

Note – The Stanislaus County Health Department offers regular guidance on COVID-19 business reopening policies. The latest order can be found at http://schsa.org/publichealth/pages/corona-virus/pdf/health-order-faq.pdf. Updates to this policy will happen on a regular basis.

The document is offered as a guideline when a business is developing its reopening strategy and plan. It is not intended or to be interpreted to be legally binding. Following the guidelines does not guarantee a COVID 19 free environment. All orders issued by Federal, State, County and City Government or relevant agencies supersede the above guidance document.
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GOOD 2 GO STANISLAUS

Carpool Guidelines

- Limit the number of people per vehicle as much as possible. This may mean using more vehicles.
- Encourage employees to maintain social distancing as much as possible.
- Encourage employees to use hand hygiene before entering the vehicle and when arriving at the destination.
- Encourage employees in a shared van or car space to wear cloth masks. Please review the Centers for Disease Control and Prevention’s website on face coverings found here\(^1\).
- Clean and disinfect commonly touched surfaces after each carpool or shuttle trip (e.g., door handles, handrails, seatbelt buckles).
- Encourage employees to follow coughing and sneezing etiquette when in the vehicle. Please review the Center for Disease Control and Prevention’s information on stopping the spread of germs found here\(^2\).


GOOD TO GO STANISLAUS
PERSONAL PROTECTIVE EQUIPMENT (PPE ADDENDUM)
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Stanislaus County Guidance on Personal Protective Equipment (PPE)

This guidance is based on what is currently known about the transmission of coronavirus disease 2019 (COVID-19) and is based on the most recent guidelines provided by the California Department of Public Health (CDPH).

This document is intended to provide guidance to businesses in regard to the use of personal protective equipment (PPE). Based on the current shortages of PPE, we all need to do our part to conserve and use PPE appropriately so that it is available for healthcare and other workers who are performing direct patient care.

Background

COVID-19 is a respiratory illness caused by a novel virus that has been declared a worldwide pandemic.

What is Personal Protective Equipment

Personal protective equipment (PPE) is specialized clothing or equipment worn by workers for their protection and to help prevent the spread of germs between patients and/or customers. PPE includes but is not limited to gloves, gowns/aprons, goggles or face shields, facemasks and respirators.

Who Needs Personal Protective Equipment

In order to safely revamp Stanislaus County businesses, some level of PPE will be required for all business types in Stanislaus County. The need for PPE will vary by industry type, customer interaction levels and other important points that each business will need to take into consideration for themselves. This document, in addition to the Good to Go Phased Plan, is meant to provide the information needed for businesses to make those decisions and to plan accordingly.

Employees of Businesses/ Some General Public Members

The level of PPE use for employees will vary by industry type. For example, an office worker may only need limited PPE supplies while a Pet Groomer would require much stricter levels.

Some General Public members will be asked to use PPE such as gloves and/or face coverings when entering a business establishment.
Health Care and Social Service Workers
The use of PPE is crucial for healthcare workers, social services workers and other first responders that perform direct patient care and routinely have prolonged, close direct contact with patients with possible or confirmed COVID-19 infection or their bodily fluids.

Individuals with Confirmed or Suspect COVID-19
CDC recommends that a facemask should be used by people who have COVID-19 and are showing symptoms such as cough. This is to protect others from the risk of getting infected.

Healthy Individuals
Stanislaus County Department Public Health (SCDPH) does not recommend that the general public routinely use PPE to prevent respiratory illness, including COVID-19. Instead, SCDPH recommends that we take precautionary measures such as:

- Washing hands with soap and water.
- Clean and disinfect frequently touched surfaces daily. If surfaces are dirty, clean them using detergent or soap and water prior to disinfection.
- Avoiding touching eyes, nose or mouth with unwashed hands.
- Cover your cough or sneeze with a tissue or your elbow.
- Avoiding close contact with people who are sick.
- Staying away from work, school or other people if you become sick with respiratory symptoms like fever and cough.
- Following guidance from public health officials such as staying home if you are over the age of 65 or have underlying health conditions.

In addition to the precautionary measure listed above, the general public may consider wearing face coverings when and where appropriate. For more information on the use of cloth face coverings, please review the CDPH Face Coverings Guidance.

Improper Use of PPE
PPE does not guarantee total protection and must be used in combination with precautionary measures such as hand hygiene to be most effective. PPE used improperly (such as when taking off PPE) can provide a false sense of protection and potentially lead to self-contamination, particularly when not combined with other hygiene measures.

During this time of PPE shortages, all Stanislaus County businesses and residents need to do our part and use PPE appropriately. Appropriate uses will help to ensure that if a need arises for the frontline workers to have PPE, that they will be able to access it quickly and confidently in order to ensure the continued safety for all of Stanislaus County – businesses, residents and visitors alike.
The following pages of the document will share the identified CDPH recommendations and guidelines of PPE specifications as well as a listing of local vendors who have been identified to provide these essential resources.

Respectfully,

Stanislaus County Good to Go Committee

Identified PPE Resources

Ventilators

Language: English
Mode Capabilities:

- Assist Control Ventilation
- Synchronized Intermittent Mandatory Ventilation
- Pressure Control Ventilation
- Volume Control Ventilation
- Positive End Expiratory Pressure
- Pressure Support
- Blending of Oxygen and Air
- CPAP mode – continuous positive airway pressure

Lead Time: Total order must be available within 4 weeks with at least 25% of the order delivered each week.

N95 Respirators (Disposable)

Must have NIOSH Certification TC-xxxx-xxxx.

Verify that the brand of respirator is listed either in NIOSH’s list of manufacturers or as a private label company. https://www.cdc.gov/niosh/npptl/topics/respirators/disp_part/default.html.
Check that the approval number matches the respirator considered.

See information about counterfeits. NIOSH publication 2013-138 “Respirator Awareness: Your Health May Depend on It” provides additional information to look for when verifying a respirator is truly NIOSH-approved.

CDC Crisis Capacity (if NIOSH-certified respirators are not available):
Consider respirators certified in other countries. See “Use of respirators approved under standards used in other countries that are similar to NIOSH-approved N95 respirators” at https://www.cdc.gov/coronavirus/2019-ncov/hcp/respirators-strategy/crisis-alternate-strategies.html.

NIOSH has confidence that devices supplied by current NIOSH-approval holders producing respirators under the various standards authorized in other countries are expected to provide the protection indicated, given that a proper fit is achieved.

Identified Resource Specifications

Non-NIOSH-approved products developed by manufacturers who are not NIOSH approval holders, those approved by and received from China, should only be used in crisis situations when no other NIOSH-approved N95 respirator or a listed device from one of the other recognized countries is available. Furthermore, these respirators should not be used during aerosol-generating medical procedures unless the alternative is a facemask or improvised device.

To support this effort and relieve concerns about filtration performance of respirators received from other countries, NIOSH will offer testing to assess whether a small sample of the product meets NIOSH’s filtration performance requirements. NIOSH will begin sampling respirators received from other countries, from stockpiles, and respirators that have gone through decontamination cycles (without the respirator being contaminated) to provide users a preliminary assessment of whether the products meet similar filtration performance requirements as those for NIOSH-approved N95 respirators. Please contact PPEConcerns@cdc.gov if you are interested in participating in this effort. The preliminary testing will not result in a NIOSH approval, rather it will provide an initial assessment to provide a preliminary level of assurance that the products will provide the intended protection to support workers during the COVID-19 response.

FDA issued an Emergency Use Authorization (EUA) that permits imported respiratory protective devices from other countries to be used in healthcare settings but does not authorize respirators from China: https://www.fda.gov/media/136403/download

Respirators meeting the criteria in the following two categories are eligible for authorization under this EUA as described in this section (Scope of Authorization (section II)). Respirators that satisfy the eligibility criteria in numerals 1 and/or 2, and that meet the terms and conditions (Conditions of Authorization (section IV)) of this EUA will be listed in Exhibit 1 pursuant to the procedure outlined below. The categories of eligibility are as follows:

A. Disposable FFRs that have been designed, evaluated, and validated to meet a given performance standard and have corresponding acceptable product classifications, as
follows (Table 1):

<table>
<thead>
<tr>
<th>Jurisdiction</th>
<th>Performance Standard</th>
<th>Acceptable Product Classifications</th>
<th>Standards/ Guidance Documents</th>
<th>Protection Factor ≥10</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brazil</td>
<td>ABNT-NBR 13698:2011</td>
<td>FFF3, FFP2</td>
<td>Fundacentro CDU 614.894</td>
<td>YES</td>
</tr>
<tr>
<td>Europe</td>
<td>EN 149-2001</td>
<td>FFF3, FFP2</td>
<td>EN 529:2005</td>
<td>YES</td>
</tr>
<tr>
<td>Korea</td>
<td>KMOEL-2017-64</td>
<td>Special 1st</td>
<td>KOSHA GUIDE H-82-2015</td>
<td>YES</td>
</tr>
<tr>
<td>Mexico</td>
<td>NOM-116-2009</td>
<td>N100, P100, R100, N99, P99, R99, N95, P95, R95</td>
<td>NOM-116</td>
<td>YES</td>
</tr>
</tbody>
</table>

**Identified Resource Specifications**

**B. Disposable FFRs which have a marketing authorization in one of the following regulatory jurisdictions:**

- European CE Mark
- Australian Register of Therapeutic Goods (ARTG) Certificate of Inclusion
- Health Canada License
- Japan Pharmaceuticals and Medical Device (PMDA)/Ministry of Health Labour and Welfare (MHLW)

**Surgical Masks**

Must have evidence of U.S. Food and Drug Administration (FDA) clearance. Should have device name “surgical mask” and product code “FXX” or device name “Face Mask” and Product Code “QKR” or have an Emergency Use Authorization.


Provide information on ASTM certification that surgical masks are classified in, depending on the level of protection they provide to the person wearing them:

- Minimum protection face masks are meant for short procedures or exams that won't involve fluid, spray, or aerosol.
- Level 1 face masks often feature ear loops and are the general standard for both surgical and procedural applications, with a fluid resistance of 80 mmHg. They’re meant for low-risk situations where there will be no fluid, spray, or aerosol.
- Level 2 masks, with 120 mmHg fluid resistance, provide a barrier against light or moderate aerosol, fluid, and spray.
- Level 3 face masks are for heavy possible exposure to aerosol, fluid, and spray, with 160 mmHg fluid resistance.

**Coveralls (Hospitals and EMS)**

Coveralls for EMS providers must meet [NFPA 1999](https://www.nfpa.org/NFPA99) which is primarily intended for emergency medical first responders, but its scope also covers medical first receivers.

Coveralls for hospitals: Coveralls may be used if there is a gown shortage. For anticipated exposure to blood and body fluids, to prevent penetration of blood or other potentially infectious materials, the PPE must meet or exceed the following testing standards published by the American Society for Testing and Materials (ASTM):

**Identified Resource Specifications**

- F1670 (blood or bloody fluid penetration)
- F1671 (bloodborne pathogens penetration)

**Surgical or Examination Gowns**

Most of the time, nonsterile, disposable patient isolation gowns, which are used for routine patient care in healthcare settings, are appropriate for use by healthcare personnel when caring for patients with suspected or confirmed COVID-19.


ANSI/AAMI PB70 classifies the garments used in the healthcare industry, such as surgical and isolation gowns as meeting ANSI/AAMI PB70 Level 1, 2, 3, or 4 standards: [ANSI/AAMI PB70External](https://www.aami.org/StandardsFinder/Pages/StandardDetails.aspx?StandardCode=PB70)

**Isolation gowns**

Isolation gowns should demonstrate they meet the performance standards established by the American National Standards Institute (ANSI)/Association for the Advancement of Medical Instrumentation (AAMI), ANSI/AAMI PB70.

- If the risk of bodily fluid exposure is low or minimal, gowns that claim minimal or low levels of barrier protection (ANSI/AAMI PB70 Level 1 or 2) can be used. These
gowns should not be worn during surgical or invasive procedures, or for medium to high risk contamination patient care activities.

- If there is a medium to high risk of contamination and need for a large critical zone, isolation gowns that claim moderate to high barrier protection (ANSI/AAMI PB70 Level 3 or 4) can be used. For fluid resistance of the whole gown (except cuffs) only level 4 isolation gowns are required to be fluid resistant.

NOTE: The entire isolation gown (areas A, B, and C), including seams but excluding cuffs, hems, and bindings, is required to have a barrier performance of at least Level 1.

**Identified Resource Specifications**

Activities with medium to high risk contamination that can result in exposure to bodily fluids include suctioning, nebulizer treatments, and other respiratory treatments or procedures, care activities where splashes and sprays are anticipated, and high-contact patient care activities that provide opportunities for transfer of pathogens to the hands and clothing of healthcare providers. Examples of high-contact patient care activities requiring gown use include: dressing, bathing/showering, transferring, providing hygiene, changing linens, changing briefs or assisting with toileting, device care or use, or wound care.

**Contingency Capacity Strategies:**

Shift gown use towards cloth isolation gowns. Use reusable (i.e. washable gowns).

FDA: Surgical Mask and Gown Conservation Strategies - Letter to Healthcare Providers

**Surgical gowns**

For healthcare activities with low, medium, or high risk of contamination, surgical gowns can be used. These gowns are intended to be worn by healthcare personnel during
surgical procedures. Surgical gowns are only required to be protective in the front and on the sleeves, not on upper arm or back.

NOTE: The back of the surgical gown (area D) may be non-protective.


CDC: Frequently Asked Questions about Personal Protective Equipment:  

Identified Resource Specifications

**Face Shields (Disposable)**

- Visors manufactured from acetate, propionate, and polycarbonate.
- Visors treated for anti-glare, anti-static, and anti-fogging properties are best. Face shields must be, at a minimum, full-face length with outer edges of the face shield reaching at least to the point of the ear, include chin and forehead protectors, and cover the forehead.
- Brow caps or forehead cushions should be of enough dimensions to ensure that there is adequate space between the wearer’s face and the inner surface of the visor to allow for the use of N95 respirator and eyewear.
- Face shields with single Velcro or elastic straps.

**Goggles**

- Indirectly vented
- Have manufacturer’s anti-fog coating
- Have marking “D3” for splash or droplet protection

**Examination Gloves**

Nonsterile disposable patient examination gloves, which are used for routine patient care in healthcare settings, are appropriate for the care of patients with suspected or confirmed COVID-19 (CDC).

Specifications include:

- Prioritize medical grade gloves Latex-free
- Powder-free
- Available in sizes: S-XXL
- Length requirements for patient exam gloves must be a minimum of 220mm-230mm depending on glove size and material type.
- The American Society for Testing and Materials (ASTM) has developed standards for patient examination gloves.
  - ASTM D6319-19 Standard Specification for Nitrile Examination Gloves for Medical Application
  - ASTM D3578-19 Standard Specification for Rubber Examination Gloves
  - ASTM D5250-19 Standard Specification for Poly(vinyl chloride) Gloves for Medical Application
  - ASTM D6977-19 Standard Specification for Polychloroprene Examination Gloves for Medical Application

**Identified Resource Specifications**

FDA Guidance: “Medical Glove Conservation Strategies: Letter to Health Care Providers


**Hand Sanitizers**

CDC recommends the use of alcohol-based hand sanitizers with greater than 60% ethanol or 70% isopropanol:


Manufacturing requirements see FDA: Coronavirus (COVID-19) Update: FDA provides guidance on production of alcohol-based hand sanitizer to help boost supply, protect public health.
American Society for Testing and Materials (ASTM) standards:

- ASTM E3058-16 Standard Test Method for Determining the Residual Kill Activity of Hand Antiseptic Formulations

Wipes

Suppliers with these resources will be followed up with individually to identify specifications.

Test Kits

Suppliers with these resources will be followed up with individually to identify specifications.

Identified Resource Specifications

Swabs

FDA approved swabs:

- Copan Nasopharyngeal swabs: 503CS01, 518CS01, and 501CS01, 502CS01 BD Nasopharyngeal swabs: 220252 and 220251
- DHI/Quidel Nasopharyngeal swabs: 503CS01.DHI
- Fisher Healthcare Nasopharyngeal swabs: 23600952, 23600956 and 23600950
- Copan Oropharyngeal swabs: 502CS01, 519CS01, 164KS01**, 167KS01**, 170KS01** and 175KS01**
- BD Oropharyngeal swabs: 220250
• Fisher Healthcare Oropharyngeal swabs: 23600950, 23600957, 1490641**, 1490640**, and 1490650**

Viral Testing Media

Viral Transport Media (VTM) / Universal Transport Media Kits (Complete Sample Collection Kits with both swab & media):
• FYI: nasopharyngeal (NP) preferred, other types acceptable; should be shelf-stable (i.e., no refrigeration requirements); volume of media could be in the 1-3 mL range depending on product.
• Examples of product SKUs:
  o BD Brand: 220222, 220526, 220527, 220529, 220531 (all are described as UVT kits)
  o Puritan: UT-367; UT-316; UT-317

VTM / Universal Transport only
• Examples of product SKUs:
  o BD Brand: 220220
  o Puritan: UT-300;
  o Remel: R12506, R12505

STANISLAUS COUNTY POTENTIAL PPE
BUSINESS RESOURCE GUIDE

Masks
• Apparel Graphics – (209) 847-5130
• Fastenal – (209) 524-6749
• Jatco - (209) 497-4290, Steven Ames
• Modesto Medical Market – (209) 318-0819, Kenny Docktor
• Office Depot – (209) 480-6324, Melinda Pallotta
• Teamleader – 1-877-365-7555, Haley Deaton
• Ward Promotional Products – (209) 549-2765, Laura Ward

Disposable Gloves
• Fastenal – (209) 524-6749
• Jatco - (209) 497-4290, Steven Ames
• Modesto Medical Market – (209) 318-0819, Kenny Docktor
• Ward Promotional Products – (209) 549-2765, Laura Ward
• Central Sanitary Supply- (209) 523-3002

**Gowns**
• Fastenal – (209) 524-6749
• Jatco - (209) 497-4290, Steven Ames

**Plastic Face Shields**
• Fastenal – (209) 524-6749
• Jatco - (209) 497-4290, Steven Ames

**Hand Sanitizer**
• Warden’s Office Products – (209) 529-6321, Joe Cunningham

**Sanitary Wipes**
• Hotsy Pacific - (800) 640-1227, Michael Coleman
• Warden’s Office Products – (209) 529-6321, Joe Cunningham
• Central Sanitary Supply- (209) 523-3002

**Disinfecting Supplies**
• Hotsy Pacific - (800) 640-1227, Michael Coleman
• Warden’s Office Products – (209) 529-6321, Joe Cunningham
• Central Sanitary Supply- (209) 523-3002

**Thermometers**
• Modesto Medical Market – (209) 318-0819, Kenny Docktor

**Health Checks**
• Availability Professional Staffing - (209) 527-7878, Chris Peterson

**Signage**
• Ward Promotional Products – (209) 549-2765, Laura Ward

*NOTE* - This list is not exhaustive and is ever-changing when a new potential vendor is identified